

PERSONNEL COMMITTEE

Approved Minutes

DATE: June 9, 2003

TIME: 1:00 p.m.

PLACE: Fillmore Street Complex

PRESENT: Joyce Kortman, Jane Ruiter, Frederick VanderLaan, Cynthia Visscher, Philip Kuyers

STAFF & GUESTS: Rosemary Zink, Finance Director; Richard Schurkamp, Human Resources Director; Joe Kozakiewicz, Friend of the Court; Travis Parsons, Human Resources; Patti Krieg, Chief Steward of Teamster; Daniel Krueger, County Clerk; Greg Rappleye, Corporation Counsel; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the May 12, 2003, meeting as presented and approve the agenda of today as presented.

SUBJECT: SEARCH CONSULTANT FOR COUNTY ADMINISTRATOR POSITION

PC 03-007 Motion: To approve and forward to the full Board the use of (A) KR Consultants, (B) The PAR Group* to assist the County in it's search for a new County Administrator. (*Recommended by Committee)
Moved by: Visscher Supported by: Kortman UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Personnel Policies -

#25.000 Tuition Reimbursement Policy - Rich Schurkamp explained the policy was rewritten in October of 2001. A number of counties were surveyed at that time for their requirements for tuition reimbursement. Rich reported the amount of reimbursement has at least tripled in the last three to four years. Mrs. Kortman questioned the eligibility of reimbursement for "current" position only. Under the Application Procedure, the committee would like to see added all applications and course descriptions forwarded to the Human Resources Department not just the approved ones. Rich to do investigation with other counties and businesses to see how their Tuition Reimbursement Policies work. This issues to be visited again at a future meeting.

#26.0000 Employee Privacy - Rich Schurkamp explained the Employee Privacy Policy to the committee. Greg Rappleye to make some revisions to 26.400 Disclosure of Employee Information. Policy to be brought back to committee in August.

The July 14th Personnel Committee Meeting will be canceled.

SUBJECT: ADJOURNMENT

The meeting adjourned at 1:44 p.m.